

CITY OF WICHITA 1993 / 94 ANNUAL BUDGET

MULTI-YEAR FUND OVERVIEW - CEMETERIES TRUST FUND

FUND NO.: 724

This fund provides for the management and maintenance of Highland Park and Jamesburg cemeteries. Cemetery management and maintenance is now coordinated through the Park department.

	1991 ACTUAL	1992 ESTIMATED	1992 REVISED	1993 ADOPTED	1994 APPROVED
Budget revenues:					
Interest earnings	\$29,876	\$39,190	\$39,190	\$29,240	\$32,380
Charges for services	23,165	15,000	15,000	15,000	15,000
Other	945	5,000	5,000	5,000	5,000
Total budget revenues	53,986	59,190	59,190	49,240	52,380
Budgeted expenditures:					
Finance department	10,190	12,000	12,000	12,000	12,000
Public Works department	19,907	25,840	25,840	25,440	25,440
Other	0	0	0	0	0
Total budgeted expenditures	30,097	37,840	37,840	37,440	37,440
Budgeted income (loss)	23,889	21,350	21,350	11,800	14,940
Unencumbered cash/fund balance January 1	420,562	441,525	444,451	465,801	477,601
Unencumbered cash/fund balance December 31	\$444,451	\$462,875	\$465,801	\$477,601	\$492,541

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FUND: 724 - CEMETERY TRUST
DEPARTMENT: 13 - PUBLIC WORKS
DIVISION: 40 - MAINTENANCE
SECTION: 09 - CEMETERIES

	1991 ACTUAL	1992 ADOPTED	1992 REVISED	1993 ADOPTED	1994 APPROVED
110 Regular Salaries	394	400	400		
120 Special Salaries	6				
130 Overtime					
140 Employee Benefits					
150 Planned Savings					
SUBTOTAL PERSONAL SERVICES	400	400	400		
210 Utilities	414	600	600		
220 Communications					
230 Transportation and Training					
240 Insurance					
250 Professional Fees	17,766	23,540	23,540		
260 Data Processing					
270 Equipment Contractuals					
280 Building and Grounds Contractuals					
290 Other Contractuals	85				
SUBTOTAL CONTRACTUAL SERVICES	18,265	24,140	24,140		
310 Office Supplies	70				
320 Clothing and Towels					
330 Chemicals	988	1,300	1,300		
340 Equipment Parts					
350 Materials					
360 Equipment Supplies	184				
370 Building Parts					
380 Non-Capitalizable Equipment					
390 Other Commodities					
SUBTOTAL COMMODITIES	1,242	1,300	1,300		
410 Land					
420 Buildings					
430 Improvements					
440 Office Equipment					
450 Vehicular Equipment					
460 Operating Equipment					
SUBTOTAL CAPITAL OUTLAY					
510 Interfund Transfers					
520 Debt Service					
530 Other Non-Operating Expenses					
540 Other					
SUBTOTAL OTHER					
TOTAL	19,907	25,840	25,840		

CITY OF WICHITA 1993 / 94 ANNUAL BUDGET

FUND: 724 - CEMETERY TRUST
DEPARTMENT: 17 - PARK
DIVISION: 50 - MAINTENANCE
SECTION: 01 - CEMETERIES

	1991 ACTUAL	1992 ADOPTED	1992 REVISED	1993 ADOPTED	1994 APPROVED
110 Regular Salaries					
120 Special Salaries					
130 Overtime					
140 Employee Benefits					
150 Planned Savings					
SUBTOTAL PERSONAL SERVICES					
210 Utilities				600	600
220 Communications					
230 Transportation and Training					
240 Insurance					
250 Professional Fees				23,540	23,540
260 Data Processing					
270 Equipment Contractuals					
280 Building and Grounds Contractuals					
290 Other Contractuals					
SUBTOTAL CONTRACTUAL SERVICES				24,140	24,140
310 Office Supplies					
320 Clothing and Towels					
330 Chemicals				1,300	1,300
340 Equipment Parts					
350 Materials					
360 Equipment Supplies					
370 Building Parts					
380 Non-Capitalizable Equipment					
390 Other Commodities					
SUBTOTAL COMMODITIES				1,300	1,300
410 Land					
420 Buildings					
430 Improvements					
440 Office Equipment					
450 Vehicular Equipment					
460 Operating Equipment					
SUBTOTAL CAPITAL OUTLAY					
510 Interfund Transfers					
520 Debt Service					
530 Other Non-Operating Expenses					
540 Other					
SUBTOTAL OTHER					
TOTAL				25,440	25,440

CITY OF WICHITA 1993 / 94 ANNUAL BUDGET

MULTI-YEAR FUND OVERVIEW - WASTE MANAGEMENT TRUST FUND

FUND NO.: 728

This fund was created to provide for potential environmental impacts associated primarily with landfill operations. Waste stream related expenditures may include recycling, composting, household hazardous waste, and a comprehensive waste management program. A year-end transfer from the Landfill Fund provides the primary revenue source.

	1991 ACTUAL	1992 ADOPTED	1992 REVISED	1993 ADOPTED	1994 APPROVED
Revenues					
Interest earnings	\$43,559	\$104,870	\$55,000	\$73,000	\$84,000
Transfer from landfill	800,000	500,000	500,000	300,000	350,000
Total revenues	843,559	604,870	555,000	373,000	434,000
Expenditures & transfers					
Compost program transfer	0	0	0	0	0
Recycling program transfer	56,120	56,120	56,120	56,120	56,120
Household hazardous materials transfer	0	65,000	65,000	65,000	65,000
Waste flow characterization transfer	0	25,000	11,000	0	11,000
Groundwater contamination	171,250				
Comprehensive Waste Management	79,108	0	20,900	0	0
Other transfers out	1,268	0	0	0	0
Subtotal	307,746	146,120	153,020	121,120	132,120
Contingency	0	165,000	144,100	165,000	165,000
Total expenditures & other use	307,746	311,120	297,120	286,120	297,120
Revenues & other sources over (under) expenditures & other uses	535,813	293,750	257,880	86,880	136,880
Unencumbered cash/fund balance January 1	836,494	1,166,674	1,372,307	1,630,187	1,717,067
Unencumbered cash/fund balance December 31	\$1,372,307	\$1,460,424	\$1,630,187	\$1,717,067	\$1,853,947

CITY OF WICHITA 1993 / 94 ANNUAL BUDGET

MULTI-YEAR FUND OVERVIEW - TAX INCREMENT FINANCING DISTRICT #1

FUND NO.: 734

Tax increment financing district #1 was established in August, 1991, to fund the clean-up of groundwater contamination in the Gilbert/Mosley district. Clean-up expenditures not attributable, nor billable, to potentially responsible parties are covered by the tax increment. The City has entered into a legal agreement with one responsible party, and will seek additional agreements as further studies mandate. Expenditures for 1992 include the Remedial Investigation/Feasibility Study, the Comprehensive Financial Feasibility Study, legal fees, capital outlay and administrative costs. Expenditures for 1993 and 1994 include capital outlay, operational costs, debt service payments and administrative costs.

	1991 ACTUAL	1992 ADOPTED	1992 REVISED	1993 ADOPTED (1)	1994 APPROVED (1)
Budgeted revenues:					
Property tax increment - (from TIF district #1)	0	\$503,975	\$503,975	455,810	459,840
Contributions from potentially responsible parties	0	1,502,409	1,502,409	7,578,750	431,250
Total budgeted revenues	0	2,006,384	2,006,384	8,034,560	891,090
Budgeted expenditures:					
Personal services	0	39,600	39,600	41,980	44,490
Contractuals	0	1,643,584	1,643,584	575,000	575,000
Commodities	0	53,200	53,200	0	0
Capital outlay	0	270,000	270,000	7,147,500	0
Long-term debt payment (2)	0	0	0	270,080	271,600
Total budgeted expenditures	0	2,006,384	2,006,384	8,034,560	891,090
Budgeted income (loss)	0	0	0	0	0
Unencumbered cash/fund balance January 1	0	0	0	0	0
Unencumbered cash/fund balance December 31	\$0	\$0	\$0	\$0	\$0

(1) Based on estimates included in the Comprehensive Financial Feasibility Study, dated June 21, 1991. Study completed by Springsted, Inc., Public Finance Advisors, consultant to the City of Wichita.

(2) The Comprehensive Financial Feasibility Study includes a \$2,450,000 bond issue in 1992 or 1993. Issuance of the bonds will coincide with the recommendations of the Remedial Investigation/Feasibility Study. This bond issue will finance the City's share of substantial capital outlay costs associated with initiating the groundwater clean-up process. Yearly proceeds from Tax Increment Financing district #1 will contribute to the retirement of the bonds over a fifteen-year period.

NOTES

CITY OF WICHITA 1993 / 94 ANNUAL BUDGET

EMPLOYEE SUGGESTION AWARDS PROGRAM

The City of Wichita established the Employee Suggestion Awards Program in 1984. The goal is to provide for increased efficiency of City operations by generating and implementing practical suggestions and solutions from as many employees as possible. Employees are encouraged to submit suggestions that result in increased revenue, savings in time, savings in money, improved quality of service and procedures, a safer work environment, and enhanced employee morale.

The Employee Suggestion Committee has received and reviewed 485 suggestions. Of these, 89 have been implemented, resulting in net first-year savings alone of more than \$258,000. An additional 11 suggestions have been implemented and are awaiting approval of award recommendations.

The program gives employees monetary awards for implemented suggestions. Implementation costs and awards are funded from savings generated by the suggestions.

EMPLOYEE SUGGESTION PROGRAM AWARDS AND SAVINGS BY DEPARTMENT - 1984-1992

Department	Number Awarded	Gross First-year Savings	Implemen- tation Costs	Gross Savings Less Impl. Costs	Awards	Net First-year Savings
City Manager/General Government	7	5,721	35	5,686	778	4,907
Finance Department	7	16,820	2,900	13,920	601	13,319
Fire Department	8	20,224	2,433	17,791	2,155	15,636
Health Department	7	17,368	1,896	15,472	606	14,890
Human Services Department	3	547	1,036	(489)	15	(504)
Metropolitan Transit Authority	1	638	0	638	60	578
Municipal Court	9	78,729	148	78,581	2,353	76,228
Park Department	2	4,096	517	3,580	210	3,370
Police Department	6	10,234	0	10,234	1,142	9,092
Public Works Department	9	46,180	3,600	42,580	1,175	41,405
Water and Sewer Department	30	102,000	15,490	86,509	7,172	79,337
Subtotal	89	302,556	28,055	274,501	16,268	258,258

SAVINGS INCENTIVE PROGRAM

The City Council approved an amount of \$500,000 in the 1990 budget for the establishment of a Savings Incentive Program. The program is intended to finance projects that will result in reduced operating costs or increased revenues. Departments may apply for short-term loans to implement such projects, and use the savings or increased revenues to repay the loans.

The program is open to General, City/County, and Internal Service funds. Departments wishing to apply must submit a loan application with appropriate documentation to the Finance department. Loan applications must conform to the City's administrative regulation covering the Savings Incentive Program, and final approval of all loans is made by the City Manager.

The following projects have been approved for funding through the Savings Incentive Program along with the anticipated annual savings and/or revenues.

Savings Incentive Projects

<u>Project</u>	<u>Anticipated Savings/Revenue</u>
1. <u>Telephone System Improvement</u> . A more technologically advanced trunk line will increase the number of incoming and outgoing calls to City departments while reducing operating costs. The initial cost was \$19,097 and the loan will be paid off in one year (1992). The project was initiated by the Department of Finance and is accounted for in the Telecommunication Internal Service fund.	\$ 7,850/year
Status: Loan repaid with interest in October, 1992.	
2. <u>In-house Design Work for Engineering Projects</u> . This project involves the purchase of hardware and software to enable in-house detailed design of projects under \$10,000 currently contracted out. The initial equipment investment was \$49,874 and the loan will be repaid over a three year period. The project was initiated by the Department of Public Works and the savings will accumulate in the capital projects fund.	\$ 16,500/year
Status: Principal of \$15,817 repaid through October, 1992.	
3. <u>Hematology Analyzer</u> . The Health department is using the Savings Incentive Program to buy a new hematology analyzer in order to avoid high yearly maintenance costs (\$11,070) on the current unit. The new analyzer cost \$27,767, and the loan will be repaid over a three year period.	\$ 11,070/year
Status: Principal of \$9,260 repaid through October, 1992.	
4. <u>Computerized Inspection System</u> . This project involves the computerization of the fire permits inspection system. The new system will ensure reliable remittance and processing of fire inspection and permit fees. The initial cost of the computer system was \$83,389, which will be repaid over a three year period. This project was initiated by the Fire Department. The revenues will accumulate in the General Fund.	\$ 40,000/year
Status: Principal of \$31,190 repaid through October, 1992.	
5. <u>Electrical Service Charge</u> . This project will enable Century II to have exclusive rights to install all electrical hook-ups within the facility. The charge to exhibitors for these electrical installations will constitute a new source of revenue for the General Fund. The initial cost to acquire the equipment is estimated at \$17,260 and will be repaid in one year. The project was initiated by the Department of Community Facilities (Century II).	\$ 70,000/year

Status: Currently installing equipment to implement program.